

DoD Space Planning Criteria for Health Facilities

Logistics

5.2.1. PURPOSE AND SCOPE:

This section specifies the space planning criteria for the acquisition, receipt, storage, quality control, accounting, stock control, property management, distribution, collection maintenance, and control of all material in military health care facilities. Logistics includes medical and non-medical supplies, medical equipment maintenance, property management, plant maintenance, linen control and housekeeping.

5.2.2. DEFINITIONS:

Administrative Area: Offices, waiting rooms, and special areas required by Logistics to engage in overall management of logistical operations of a health care facility and medical material support for installation and satellite activities.

Biomedical Equipment Maintenance Service: Location of maintenance and calibration shops where inspection, maintenance, repair, testing, overhaul and maintenance of equipment is performed. Specially designed rooms are included for testing and maintenance of audio sensitive equipment. Separate secure rooms are also provided for storage of items awaiting repair or issue and repair parts. A technical library should be provided where manuals, guides and resources can be maintained and utilized by personnel. When Logistics Support Building (LSB)/Warehouse is not contiguous with a health care facility, Satellite Biomedical Equipment Maintenance Service will be programmed in the health care facility.

Bulk Material Service (BMS): Provides space for receiving, inspection, storage, controlling, vaulted and caged areas, and is suing of bulk stocks of material and equipment to support projected requirements of the health care facility and satellite activities. Reserve and mobilization items require comparable environmental controls as specified for general storage. These items, other than those requiring rotation, may be stored in adequate warehouses on or off the installation. If adequate warehouse storage is not available, reserve and mobilization storage requirements may be projected within the Logistics Support Building (LSB). Storage computations in these cases will be based upon actual missions, programmed cubage, and required storage techniques. Special OSHA requirements for safety of personnel and necessary climate controls of temperature and humidity will be met.

Cart Holding Area: Provides space for pre-stocked supply and linen carts, including aisle space between carts to allow rapid movement of any cart in an emergency situation.

Cart Receiving Area: Provides space for checking and temporary holding of depleted carts returned from Health Care Points to be restocked.

Central Processing and Distribution: Consists of mobile shelving containing sufficient quantities of material (in units measure), including forms and office supplies to sustain operations within the health care facility between re-supply from Bulk Material Service. Also includes circulation area for movement of carts between shelves and restocking carts for use as back-up carts for emergency use or exchange cart service. May include areas for processing trash and re-usables and sanitation/sterilization of medical supplies (Central Sterile Supply).

Clean Linen Storage: Area where clean linen is stored for issue. This area should be located close to the loading dock. The factors for sizing these areas convert the General Storage NSF to net cubic feet (NCF) assuming a 16' stacking height in general storage. The 0.0035 (Clean Linen Storage) allowance factor is calculated against the General Storage NCF. To simplify the process, the NCF conversion and allowance factors have been consolidated into a single decimal calculation. This area should be separate from Soiled Linen Storage.

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Covered Dock: Area where bulk material and equipment is delivered. Adjustable ramp (dock leveler) and special lighting for night loading/unloading operations will be provided on this dock. If LSB is not contiguous with medical facility, program a separate dock at medical facility.

Customer Service Area: A dedicated area within Logistics Administration used for vendor, staff, and patient reception and inquiries. A desk and computer workstation should be provided to allow supply custodian research on supply items, logistics staff checks of vendor invoices/orders, and ordering/filling special patient needs for durable medical items, safety glasses, hearing aid batteries, etc as prescribed by a provider.

Dirty or Soiled Linen Storage: Area where soiled linen is stored in carts for shipment to the laundry. This area should be located close to the loading dock. The factors for sizing these areas include the number of carts anticipated and aisle space between carts to allow rapid movement. This area should be separate from Clean Linen Storage. Army facilities will also require a washer and dryer hookup.

General Storage Area: Consists of shelving, bins, carousels and pallets for storage of bulk material not requiring special handling and control. Adequate aisle space is included to provide movement of material handling equipment. Use of movable and prefabricated refrigerator and/or freezer systems provides maximum flexibility in use of storage space. Controlled Room Temperature maintained thermostatically between 15 and 39 degrees centigrade (59 and 86 degrees Fahrenheit) and relative humidity storage are required for drugs and other designated medical material. Refrigerator and/or freezer systems will consist of separate units collocated and connected separately to emergency power and alarm system. Lighting levels should be maintained at levels adequate for a 24-hour operational work environment. NSF allowance assumes that the warehouse will have a 12-foot stacking height. The aisle width in this area is to conform to the standard 25-foot forklift aisle.

Health Care Point: Area within using activity where supplies in unit of measure form are delivered and retained for use, preferably centrally located. If point of use systems are utilized, ensure space and utilities are adequate to support these systems.

Housekeeping Storage: Area for storing equipment and supplies used by custodial personnel and recharging equipment.

Linen Storage and Cart Restocking Area: Area within Central Processing and Distribution with carousels and mobile bins for storage of adequate stocks of clean linen, circulation area for movement of carts between bins and carousels and restocking carts for subsequent use. NFPA requirements for a 2-hour rated enclosure with a fire sprinkler system and linen security will be met.

Locker, Lounges, Toilets, and Showers: Area for toilet, shower, and locker space for personnel in clean area of Material Services, Biomedical Equipment Maintenance, Housekeeping and Plant Maintenance Services to change and store clothing plus adequate space and equipment in lounge for use as conference room. Separate lounge and conference areas will be delineated concurrent with labor union requirements. Contracted maintenance personnel may also have a need for a separate locker and shower area.

Material Breakdown Area: Area where packages of material are broken down to unit of measure quantities. This area needs to be sufficiently segregated from the general storage area to preclude overflow of storage into this area. The size of this area is determined by the quantity of supplies received.

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Material Distribution Service: Area where stocked carts are queued, controlled, and scheduled for delivery to designated Health Care Points, with the use of radios. Equipment that is usually required for temporary use is maintained and delivered by Material Distribution Service to Health Care Points on a recurring and on an as-required basis. Special delivery is provided by Linen and Housekeeping (may or may not be part of Material). Center for small quantities of material required in an emergency situation. Collection of soiled material and waste is accomplished by Material Distribution Center. This area will have direct access to service corridors and is contiguous to Cart Holding area. Typically, Pharmacy, Food Service and Central Sterile supply are performed by the owning service and not by Logistics.

Material Distribution Service Supervisor Office: Administrative space for manager of Material Distribution Service equipped for direct communication with each Health Care Point. This office is located adjacent to Cart Queuing and Dispatch Area and convenient to other elements of Material Distribution Service.

Plant Maintenance Service: Location of maintenance shops for support of all facilities maintenance with supporting administrative offices. It typically also includes parts storage, equipment storage, reference areas, flat file storage, CADD areas and locker facilities.

Service Dock: Area where bulk material and equipment is delivered. Adjustable ramp (dock leveler) and special lighting for night loading/unloading operations will be provided on this dock. If LSB is not contiguous with medical facility, program a separate dock at medical facility. The service dock must have two clearly defined areas: one for clean and one for soiled dock requirements. These two areas can not overlap.

Receiving and Processing Area: Provides space where detailed inspection of quantity and quality of material and equipment is accomplished, appropriate receiving reports are completed, and all items are sorted for delivery to appropriate storage location. This area is also where large equipment boxes and packing material are broken down and where large boxes of multiple items are divided into smaller quantities for placement on shelves.

Special Storage Area: Consists of all space required to store special portable equipment, secure areas, and properly ventilated space for soiled linen and trash. Includes specially constructed vaults for storage of controlled substances, including reserve and mobilization stocks, rooms for proper security and storage of sensitive items, separate storage of flammable anesthetics, oxidizing gases, acids, hazardous agents, and equipment awaiting disposition. The vaults will be constructed of reinforced concrete, or reinforced concrete masonry units, and also include intrusion devices as prescribed by the National Standards. Vault and caged areas need to be allocated within the Bulk Material Storage (BMS) for controlled and sensitive items. An emergency eyewash, shower, and drain will be adjacent to areas where volatile liquids and other chemicals are stored. Flammable storage room will include explosion-proof lighting and switches, exhaust fan and consist of a ramp over a raised door sill to preclude spread of flaming liquids in case of explosion. A separate storage room will be provided for flammables and one for oxidizing agents.

Uniform Services: Areas where clean duty uniforms are stored on a clothing rack and issued on an individual pick-up service basis. Repair of linens and garments may be accomplished in this area.

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5.2.3 POLICIES:

Type of Delivery System: The type of delivery system must be determined when planning space requirements. The categories of material delivery system are: (1) automated cart vertical lift; (2) automated cart vertical lift with horizontal movement; (3) automated vertical lift box conveyor; (4) automated vertical lift and horizontal movement box conveyor; (5) pneumatic chutes; and (6) manual transporters. The size and number of carts and number of personnel required will be determined in part by the type of delivery system to be implemented. Each facility and/or Medical Department must estimate the number of carts per unit based upon the proposed concept of operation (See Section 4.B). Automated cart delivery system will be justified on a cost/benefit basis. Dedicated single item delivery systems for rapid support for special items should be considered, (e.g., Pharmacy to Health Care Points). All entry/exit stations of automatic part systems for clean material must be in separate locations from soiled material access points. A backup mode of manual material handling must be available in the event of a breakdown in any automated component.

Trash and Soiled Linen Removal Systems: The method of transporting waste material and soiled linens from Health Care Points to appropriate central collection areas must be determined. Use of separate automated systems should be considered in transport of trash directly to bulk trash containers and linens directly to soiled linen rooms and must be justified on a cost/benefit basis. Access doors to these automated systems should be located in the Soiled Material Areas of Health Care Points. A manual soiled cart system will be used in all medical facilities where automated systems are not feasible. In this case, a trash compactor may be located in one Soiled Material Area on each floor to reduce the bulk of waste moved through the medical facility.

Medical material and the aforementioned services will be housed in a Logistics Support Building (LSB), which is less costly to construct than a medical facility, but contiguous to the medical facility to conserve personnel and funds. The LSB must be architecturally compatible with the main facility. When a LSB cannot be located contiguous to the medical facility, it will be necessary to include Central Processing and Distribution, Cart Holding and Receiving areas, and Satellite Housekeeping, Plant Maintenance, and Biomedical Equipment Maintenance Service areas in the medical facility. The Material Distribution Center, Cart Queuing, and Dispatch will always be in the medical facility.

Contractor's Lounge: Requirement for union contractors vary widely and need to be determined at each facility. The justification for the size of the lounge should be based on volume of work contracted at each facility.

5.2.4. PROGRAM DATA REQUIRED:

A. Programmed Facility Data

The Number of Beds in:

Main Facility

Satellites

The Number of Outpatient Visits in:

Main Facility

Satellites

The Staffing Summary

The area required for one year's worth of material branch files/record storage.

The area required for one year's worth of property management branch files/record storage.

Verify current area and quantity of items on hold for suspended recalled material pending disposition instructions.

Programming Calculations for Material Restocking System

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B. Cart Requirements:

Function	# of Units	x Carts/ Units	= Number of Carts
Nursing Units	_____	_____	_____
Intensive Care Unit	_____	_____	_____
Labor & Delivery	_____	_____	_____
Surgical Suite	_____	_____	_____
Case Cart? – Yes/No			
Emergency Rooms	_____	_____	_____
Treatment Areas	_____	_____	_____
(Cast Room, Trauma Room, OB/GYN Room, etc. All treatment cubicles equal 1 treatment Area)	_____	_____	_____
Ancillary Services (Radiology, Pharmacy, Lab, etc.)	_____	_____	_____
Clinics	_____	_____	_____
Totals (number of carts will be doubled for exchange cart system)	_____	_____	_____
Totals x 2 for Exchange Cart System			
Point of Use Cabinets and Carts	_____	_____	_____
Totals			

C. Transportation Work load: Function

Material Distribution Center _____
 Pharmacy _____
 Food Service _____
 Central Sterile Supply _____
 TOTAL _____

Par-level distribution systems: Par-level distribution systems require that areas be restocked based on use volumes and as such do not require additional carts beyond those required on each Unit. The impact of par-level requires additional carts at the point of distribution and not at the point of use.

Point of use system and cart requirements: Point of Use systems will require par level by the log tech determined on use volumes. Additional carts may be required based on the items stocked in the point of use systems and units available. Additional carts may be required based on quantities of floor stock items required by the user.

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5.2.5. SPACE CRITERIA:

FUNCTION	AUTHORIZED		PLANNING RANGE/COMMENTS
	m²	nsf	
Administrative Space Requirements			
Office, Director Logistics	9.29	100	Provide a private office, if FTE assigned.
Secretary, Visitor Waiting	11.15	120	Special justification required for more than one per service.
Material Staff Officer	9.29	100	
Office, Administration	9.29	100	100 nsf minimum or 60 nsf per FTE.
Office, NCOIC	9.29	100	
Safety Officer	9.29	100	If FTE assigned.
Physical Security Officer	9.29	100	If FTE assigned.
Conference Area / Library	11.15	120	Minimum. Add 10 nsf per FTE in excess of 10. 200 nsf max.
Office Automation Room	11.15	120	
Customer Service Area	9.29	100	Provide a 100 nsf office, if FTE assigned.
Material Branch			
Material Branch Officer	9.29	100	Provide a private office, if FTE assigned.
Office, Administration	9.29	100	100 nsf minimum or 60 nsf per tech. work station per FTE assigned.
Office, ADP Equipment	11.15	120	This room holds dedicated logistical computer systems, but can be deleted if a mainframe for Logistics is located within the Information Systems area. Add an additional 0.5 nsf per bed for hospitals greater than 200. Add an additional 5 nsf per 10,000 nsf for clinics greater than 60,000 nsf.
Files/Record Space	5.57	60	Minimum. Compute based on the following formula. NSF = (1 year's worth of files nsf) x 3.
Property Management Branch			
Property Management Officer	9.29	100	Provide a private office, if FTE assigned.
Office, Administration	9.29	100	100 nsf minimum or 60 nsf tech. work station per FTE assigned.
Files/Record Space	4.65	50	Minimum. Compute based on the following formula. NSF = (1 year's worth of files nsf) x 3.
Service Branch Office(s)	9.29	100	For additional FTE that require a private office.
	5.57	60	For additional FTE that do not require a private office.

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	m ²	nsf	

Property Management Branch (Continued):		
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Purchasing Branch	11.15	120	Minimum.
Central Alarm Room	11.15	120	Verify if required. Provide in either this Section or Section 2.4, but not both.
Fire System Control Room	11.15	120	Verify if required.

Docks		Verify the need for lift capability and program and build into loading dock area.
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Service dock – Clinics	10.22	110	Per loading dock bay. 1 per clinic. Provide two separate areas: one for clean and one for soiled requirements.
Loading dock – Clinics	10.22	110	One loading dock bay. 1 per clinic less than 80,000 GSF. 1 additional dock for clinics greater than 80,000.
Hospitals and Medical Centers			See below. Provide two separate areas: one for clean and one for soiled requirements.

Number of loading docks for Hospitals and Medical Centers	Material supplies	general	food service
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Less than 100 beds	2	1	1
100-200 beds	3	1	2
200-300 beds	4	2	2
300-400 beds	5	2	3

Receiving Areas		
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Receiving & processing	37.17	400	Minimum nsf, maximum 1,800 nsf. 0.25 nsf per 1,000 nsf of space in general and special storage areas.
Satellite Material Receiving/Sorting	9.29	100	Minimum if LSB is not contiguous to the health care facility.

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FUNCTION	AUTHORIZED		PLANNING RANGE/COMMENTS
	m²	nsf	
General Storage Areas			
Medical and Non-Medical Supplies			Compute based on the following formula: nsf = (20 x beds) + (0.035 x annual outpatient visits). This space represents total net storage requirement and should not be reduced during grossing. NSF allowance assumes a 12-foot stack height. Area will decrease proportionally for areas with higher stacking heights and increase proportionally for areas with lower stacking heights. A separate study is required for areas that will use an electronic retrieval system.
Equipment Holding	18.58	200	Minimum. Add 10 nsf of area for every 1000 nsf of general storage over 5,000.
Equipment Storage	18.58	200	Minimum. Add 10 nsf of area for every 1000 nsf of general storage over 5,000.
Special Storage Areas			
Secure Storage	3.72	40	Minimum. General Storage Total nsf x 0.025. Space should be in a caged area.
Vault Storage	3.72	40	Minimum. Verify with chief officer if controlled substance and other high priority storage items exist. General Storage Total nsf x 0.01.
Satellite Secure Storage	3.72	40	Minimum. If LSB is not contiguous with the medical facility, program satellite security at 20 nsf per 150 beds within med. Facility + .005 nsf x annual outpatient visits. In addition to Secure Storage above.
Waste Sterilization Unit	9.29	150	Minimum. Gen. Storage Total nsf x .010. San-I-paks are typically located under cover outside in temperate climates and would not be calculated in the building nsf.
Satellite F/H	10.22	110	Minimum. If LSB is not contiguous with the medical facility, program satellite flammable/hazardous storage within medical facility.
Acid	4.65	50	Minimum within med. Facility. Size based on a study of the actual need of the facility.
Satellite	18.58	200	If LSB is not contiguous with the facility, program satellite Storage equipment within health care facility.

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	m²	nsf	
Special Storage Areas (Continued)			
Gas Cylinders	18.58	200	Two enclosures (one for full cylinders and one for empty cylinders) at 100 nsf each, min. Maximum 600 NSF. 1 nsf per bed + .0025 nsf x annual outpatient visits.
Warehouse Supervisor	9.29	100	Provide within a medical facility. Clinical facilities may not require the space. Based on approved personnel.
Storage and assembly area for aircraft first aid kits	3.72	40	Minimum. 20 nsf per 100 kits maintained (verify if mission assigned).
Holding area for suspended recalled material pending disposition instructions	9.29	100	Minimum. One per logistics area, verify if mission assigned. Look at current area and quantity of items on hold.
Biomedical Eq. Maintenance Service			
Office, Chief, Biomedical	9.29	100	100 nsf for each 1 authorized officer.
NCOIC	9.29	100	Provide one, where FTE authorized.
Administration, employees	5.57	60	Provide one 60 nsf tech. work station per FTE authorized.
Files/Record Space	4.65	50	For up to 200-bed facility. Add 5 nsf per 100 beds over 200. Where regional responsibilities exist, include beds for satellite activities in computing space.
Reference Library	4.65	50	Minimum. Provide up to a maximum of 200 nsf, based on the property book value.
Workstations/Common Use Work Space	13.94	150	Minimum. Provide 150 total nsf per technician.. Less than 7 techs, assume less than 200 beds. More than 10 techs, assume over 300 beds.
Parts Room	18.58	200	Minimum, or 2 nsf per bed + .0035 x annual outpatient visits. Where regional responsibilities exist, include beds for satellite activities in computing space.

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	m ²	nsf	
Biomedical Eq. Maintenance Service (Continued)			
Equipment Holding Area	18.58	200	For up to 100-beds + .0035 nsf x annual outpatient visits. Add 50 nsf for facilities with 100 to 200 beds. Where regional responsibilities exist, include beds for satellite activities in computing space required. Space not required for facilities with 3 or less technicians authorized.
Electronics Repair/ Calibration Room	13.00	140	Minimum. Add an additional 80 nsf per additional 100 beds over 200 beds. Plus .002 nsf x annual outpatient visits. Where regional responsibilities exist, include beds for satellite activities in computing space required. Space not required for facilities with 3 or less technicians authorized.
Equipment Receiving Area	12.08	130	Provide for facilities with at least 200beds. Add 25 nsf per additional 100 beds over 200 beds. Where regional responsibilities exist, include beds for satellite activities in computing space required.
If LSB is not located contiguous to the medical facility, program the following in the medical facility:			
Workstation	9.29	100	Within medical facility.
Storage	9.29	100	Within medical facility.
Equipment Holding Area	9.29	100	Within medical facility.
Staff Lockers, Toilets and Lounges			
			See Section 6.1.
Linen Control			
Office Space	9.29	100	Minimum. 60 nsf per additional authorized employee.
Clean Carts Storage		varies	10 nsf times 25% of total linen carts. Space may not be needed in a clinic with no CPD. Clinical settings may only need a clean linen room and a dirty linen room.
Clean Linen Storage	9.29	100	Minimum: nsf = 0.056 x general storage nsf
Seamstress Work area	9.29	100	Minimum – 100 nsf per seamstress where authorized.
Seamstress Storage	9.29	100	Max.
Soiled Linen	9.29	100	Minimum: nsf = 0.024 x general storage NSF

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	m ²	nsf	
Uniform Service			
Clothing Storage	11.15	120	Minimum. Add 0.5 nsf per bed over 120, maximum 360 nsf. A separate study is required for areas that will use a rack storage or an electronic conveyor storage system.
Workstation	9.29	100	
Linen Folding	9.29	100	Minimum
	13.94	150	100-200 beds
	18.58	200	201-300 beds
	27.88	300	300+ beds
Central Processing and Distribution			
Supervisor Office Space	9.29	100	
Cart Holding Area	.93	10	Times 40% of total carts used for material distribution plus 4 spaces for emergency carts.
Cart Receiving/ Sorting Area	.93	10	Times 5% of total carts used for material distribution
Material Storage and Cart Restocking Area	.93	10	Times 2% of total carts used for material
Storage	9.29	100	Per 1,000 NSF of space in medical supply general storage area.
Material Distribution Center			
Supervisor and Control Panel	9.29	100	Minimum .60 nsf for each additional authorized employee.
Cart Queuing and Dispatch Area	.93	10	Times 5% of total carts in the distribution system (Pharmacy, Food Service, and Central Sterile supply carts included if not on dedicated system).
Trash	18.58	120	Minimum + 1 nsf per bed over 200.
Facility Manager			
Reception/Work Order Area	11.15	120	
Manager's Office	9.29	100	
Assistant Manager's Office	5.57	60	Minimum. 60 nsf for each FTE assistant.
Engineering Technicians	5.57	60	Minimum. 60 nsf for each FTE assistant.
CADD Room	5.57	60	Per CAD workstation, plus 40 nsf for plotter.

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	m²	nsf	
Facility Manager (Continued)			
File Storage Room	11.15	120	Add an additional 80 nsf for clinics over 100,000 gsf, or facilities over 200 beds.
Key Making and Key Storage Room.	11.15	120	Allow 100 nsf for workstation area, plus 20 nsf for storage. Add an additional 80 nsf for facilities over 200 beds, or outpatient clinics over 80,000 gsf..
ID Badge Photo Area	9.29	100	Minimum. 20 additional nsf for each 10,000 gsf of building total over 80,000 gsf.
Bench Stock Storage	14.869	160	For clinics. Add 40 nsf for clinics over 80,000 gsf.
	29.73	320	For AHCC's/small hospitals.
	44.95	480	For medical centers.
Plant Maintenance			
Chief, Civil Engineer Foreman	9.29	100	
Files & Record Space	9.29	100	
General Workstation Area w/tools and benches	11.15	120	For the first three repairmen. Add 40 nsf for each additional person above three.
Contractors' Office Area	11.15	120	Minimum, add 60 nsf for each additional administrative contract employee.
Common Use Space	18.58	200	Minimum. 1 nsf per bed. Open floor area for repair usage.
Hazardous Material Storage	8.36	90	For facilities up to 200 beds and clinics up to 80,000 gsf.
	10.68	115	For facilities up to 300 beds and clinics greater than 80,000 gsf. Add 25 nsf for each additional 100 beds over 300.
Repair Parts Room	22.30	240	For facilities up to 100 beds, or for clinics (if service provided) up to 80,000 gsf.
	33.44	360	For facilities up to 200 beds, or clinics greater than 80,000 gsf.
	44.61	480	For facilities up to 300 beds. Add 120 nsf for each additional 100 beds.
Equipment Receiving	18.58	100	For facilities up to 100 beds and clinics (if service provided).
	18.58	200	For facilities up to 200 beds. Add 100 nsf and Holding Area for each additional 100 beds.

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	m²	nsf	
Plant Maintenance (Continued)			
Grounds Maintenance. If LSB is not located contiguous to the medical facility, program office and file space in the medical facility, the remainder in the LSB	9.29	100	This area to be used only for facilities that contract ground maintenance services. For in-house services: see below.
	18.58	200	For facilities up to 200 beds and clinics up to 60,000 gsf.
	27.87	300	For facilities over 200 beds and clinics over 60,000 gsf.
Housekeeping Service			
Office, Supervisor	9.29	100	
Equipment and Supplies Storage	11.15	120	Up to 200 beds, or clinics up to 60,000 gsf.
	27.87	300	Up to 300 beds, or clinics greater than 60,000 gsf.
	46.45	500	Over 300 beds.
Equipment Charging RoomIf LSB is not contiguous to the medical facility, program housekeeping within the medical facility.	15.80	170	
Contractor’s Lounge	11.15	120	Verify specific contract requirements with facility supervisor. Justification based on how the work is contracted.
Contractor’s Office	9.29	100	Verify specific contract requirements with facility supervisor. Justification based on how the work is contracted.
Contractor’s Storage	9.29	100	Verify specific contract requirements with facility supervisor. Justification based on how the work is contracted.

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Optical Fabrication Service (Optional)			
Chief	9.29	100	
Clerks	9.29	100	Minimum, or 60 nsf per authorized over 1.
Work Space	9.29	100	Per authorized optical worker.
Parts Storage Room	9.29	100	
Personnel ESCORT Service (Optional)			
Office Space	8.36	90	For Chief
Waiting Space	8.36	90	Minimum + 20 nsf per authorized employee over 4

Contractor's Lounge, storage and office: Justification based on how the work is contracted.

Bulk War Reserve Material Storage: This is only for facilities that have a dedicated War Reserve Material mission. This space does not have to be in the MTF. All or a portion of the building may require environmental controls.

NSF = $\frac{\text{Total Cube} \times 1.3 \times 2}{\text{Stacking Height}}$

Forklift aisle width: 25-feet.